National Fish Habitat Action Plan

Atlantic Coastal Fish Habitat Partnership

**FY2018 PROJECT APPLICATION FORM**

Please see application instructions located on the Atlantic Coastal Fish Habitat Partnership (ACFHP) website at: <http://www.atlanticfishhabitat.org/opportunities/fy2018-atlantic-coastal-fish-habitat-partnership-application-cycle/> to ensure that you correctly complete the application form.

**Cover Page:**

1. Project Title
2. Project Location(State, County, City, Congressional District)
3. ACFHP Subregion
4. Applicant Information
	1. Name of Organization
	2. Executive Director
	3. Address of Organization
	4. Phone
	5. Fax
	6. E-mail
	7. Congressional district of applicant
	8. DUNS Number and TIN
5. Project Contact
	1. Lead Project Officer and Title (if different from above)
	2. Alternate contacts (if appropriate)
	3. Address (if different from above)
	4. Phone (if different from above)
	5. Fax (if different from above)
	6. Email (if different from above)
6. U.S. Fish and Wildlife Service Coordination Information
	1. Date coordination began and Service involvement

\_\_ process grant/coop agreement \_\_ assist with permit applications

\_\_ assist with project design \_\_ provide heavy equipment operators

\_\_ provide engineer plans \_\_ pre- and post- project monitoring

* 1. FONS Database Project Number (obtained from Service contact)
	2. Service Sponsoring Office
	3. Name of Service contact
	4. Address
	5. Phone
	6. Email
	7. Letter or email of support from Service contact
1. Funding Information
	1. Funding being sought for: \_\_ Construction, \_\_Design, \_\_Planning, \_\_Monitoring, \_\_Outreach
	2. Funding amount requested
	3. Total cost of the project
	4. Total Federal Matching
	5. Total Non-Federal Matching
2. **Project Eligibility** (please answer ‘yes’ or ‘no’ to the following)**:**
3. Are the actions proposed mandated by a regulatory program, court order or decree?
4. Will any amount of the requested funds be applied to previous expenditures?
5. Will the requested funds be used for realty costs associated with the project?
6. Will the requested funds be used for operation or maintenance of facilities?
7. Is the project primarily a research study?
8. Will the requested funds be used for incentive payments (Annual payments to encourage participation (e.g. some NRCS Farm Bill programs))?
9. **Project Description and Scope of Work:**
10. Project description (max characters: 500)
11. Importance of the project to the resource (max characters: 350)
12. Problem and specific cause of the problem (max characters: 350)
13. The objective of the project with reference to the problem (max characters: 350)
14. Proposed methods (max characters: 350)
15. Additional Information (no character limits)
	1. Technical Design
	2. Permits
	3. Pre- and post-project monitoring
	4. Outreach
16. **Landscape Description of the Project:**
17. Provide **one** map of the project area
18. Provide the GPS coordinates for the project using UTM NAD 83
19. Provide one digital picture of the project area
20. If applicable, describe how this project will reduce the impacts of climate change on fish or aquatic wildlife habitat.
21. **Evaluation Questions:**
22. Does the project support or address an ACFHP Subregional Priority Habitat?
23. Does the project support or address an ACFHP fish habitat but not one that is a Priority for the Subregion in which this project resides?
24. Does the project address one or more of the ACFHP Habitat Conservation Objectives? \*Please note that if you are applying for funding to enhance fish passage, you must submit separate proposals for each barrier (e.g. if you are removing a dam and fixing a culvert in the same river, you must submit two separate proposals).\*
25. Is the project located in a priority area identified in an approved state or federal management plan?
26. How will the project address a root cause and contribute to a long-term, self-sustaining solution to the problem(s) described above?
27. Does the project address the habitat needs of trust species?
28. Are there direct social or economic benefits of the project? If so, please describe those benefits.
29. If applicable, what is the project’s rank in the following location-appropriate decision support tool: Southeast Aquatic Connectivity Assessment Program (SEACAP), Northeast Aquatic Connectivity Project, or Chesapeake Fish Passage Prioritization (see page 1 in the application instructions for more details)?
30. **Qualifications** (not to exceed 1 page total)**:**
31. **Budget Table** (the budget table below is an example, please add/change line items as needed)**:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Total Cost** | **ACFHP Requested Funds** | **Partner Funding** |
| **Coordination** |  |  |  |
| Travel | $1,500 |  | $1,500 |
| Project Coordinator Salary to Monitor Contracts | $3,000 |  | $3,000 |
| Outreach/Education | $1,000 |  | $1,000 |
| **Contracted Services** |  |  |  |
| Heavy Equipment Rental and Operation | $15,000 | $5,000 | $10,000 |
| Contractual Labor | $30,000 | $17,000 | $13,000 |
| Design and Permitting | $1,000 |  | $1,000 |
| **Monitoring** |  |  |  |
| Pre- and post- project physical and biological monitoring | $5,000 | $5,000 |  |
| **Total Costs** | $56,500 | $27,000 | $29,500 |

1. **Partners** (the partner table below is an example, please add/change line items as needed (e.g. Maryland DNR instead of State Agency))**:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Project Partner** | **Amount** | **Cash/In-Kind** | **Federal or Non-Federal**  | **Pending/Received** |
| State Agency | $10,000 | Cash | Non-Federal | received |
| XYZ Foundation | $1,500 | In-Kind | Non-Federal | pending |
| Federal Agency | $15,000 | Cash | Federal | received |
| Watershed Association | $3,000 | In-kind | Non-Federal | pending |
| Total | $29,500 |  |  |  |

1. **Timeline of Project Activities** (the table below is an example, please add/change line items as needed)**:**

|  |  |
| --- | --- |
| **Project Activity** | **Anticipated Dates of Implementation** |
| Project design | January 15-March 30, 20xx |
| Permitting process | February 25-June 1, 20xx |
| Pre-project monitoring | 5 events, March 15-May15, 20xx |
| Construction | July 1-July 15, 20xx |
| ACFHP/Service Annual Report | January 15, 20xx |
| Post-project monitoring | 1 year, beginning January 20xx |